

COMMISSION MEETING MINUTES
January 6, 2015

The Board of Davis County Commissioners met in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah on January 6, 2015 at 10:00 am. Members present were: Commissioner P. Bret Millburn - Chair, Commissioner John Petroff, Jr., Commissioner Jim Smith., Clerk/Auditor Curtis Koch, Chief Deputy Civil County Attorney Neal Geddes, Davis County Civil Attorney Michael Kendall, and Deputy Clerk/Auditor Janet Hanson.

Commissioner Jim Smith, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Winter Art
Exhibit
announcement

Barry Burton, Davis County Art Advisory Committee, announced the upcoming Winter Art Exhibit scheduled for January 16 – March 17 on the main floor of the Davis County Administration Building. It features three artists: Jerry Read Hancock, Matthew John Larson and David Merrill. A handout with details was provided.

Voting Precinct
boundary
adjustments
approved

Brian McKenzie, Davis County Elections Manager, requested approval of Voting Precinct boundary changes and adjustments, as a result of areas being incorporated by Clearfield, Farmington and Syracuse cities:

- Syracuse in the area of 3700 South and 1425 West – is an adjustment within the current precinct boundaries of SY07.
- Syracuse in the area of 1200 South and 4000 West – expands the current precinct boundaries of SY14 to include a portion of unincorporated WP05
- Clearfield – this is a portion of Hill Air Force Base – expands the current precinct boundaries of CF13 and modifies the boundaries of HA01
- Farmington in the area of Jeppson Way – is an adjustment within the current precinct boundaries of FA04.
- Farmington in the area of 1800 North – is an adjustment within the current precinct boundaries of FA04.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye.

Agreement
#2015-1
Broken Heart
Rodeo Co
rodeo stock
contractor

Dave Hansen, Davis County Legacy Events Center Director, presented agreement #2015-1 with Broken Heart Rodeo Company to be the stock contractor for the 2015 Davis County Fair Rodeo. Payable amount is \$15,000.00. Contract period is August 13-15, 2015. Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2015-2 North
American
Grappling
Assoc - meet

Mike Moake, Davis County Legacy Events Center Marketing, presented agreement #2015-2 with North American Grappling Association for a meet September 24-26, 2015. It is a receivable in the amount of \$3,100.00. Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2015-3
Spacesaver
Intermtn
shelving at
Kaysville
Library

Chris Sanford, Davis County Library Director, presented the following:
Agreement #2015-3 with Spacesaver Intermountain, LLC, having had the most responsive bid (bid opening Nov 2014), to provide shelving and related services for the Kaysville Branch Library. It is a payable in the amount of \$90,214.00. Contract period is January 6, 2015 through October 31, 2015. Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

MOU #2015-4
between RSVP
and Libraries

Memo of Understanding #2015-4 with the Davis County Retired and Senior Volunteer Program (RSVP) which contains the basic provisions which will guide the working relationship between Davis County

Library site and the RSVP. There is no cost involved. Contract period is January 1, 2015 through December 31, 2015. Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

MOU #2015-5
for SO to
access
Offender
Watch program

Chief Deputy Kevin Fielding, Davis County Sheriff’s Office, presented Memo of Understanding #2015-5 with the Utah Department of Corrections (UDC) allowing staff to have access to the Offender Watch program database as well as to register sex offenders. There is no contract amount. Contract period is January 1, 2015 through December 31, 2017. Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2015-6 Meals
on Wheels of
America

w/assoc budget
change

Diana Reich, Davis County Health Department, presented the following:
Agreement #2015-6 with the Meals on Wheels Association of America for one time receivable funding of \$4,000.00 to support and advertise the friendly caller volunteer program for homebound individuals and to purchase printed materials and vehicle wraps. Contract period and spend-down is through December 31, 2015. It is unanticipated revenue which generates an associated budget change. Curtis Koch indicated \$2,000.00 had been received in 2014. This budget change is for the additional \$2,000.00.

Line Item Changes (Dollar amounts for increases and decreases should balance.)				
Increase	Decrease	Account Name	Account Number	Dollar Amount
(x)	()	Private Contributions	11 - 3870 - 100	\$ 2,000.00
(x)	()	Vehicle Services	11 - 4980 - 253	\$ 2,000.00
(x)	()	Miscellaneous Svcs	11 - 4980 - 620	\$ 2,000.00

Commissioner Petroff made a motion to approve the agreement with the associated budget change. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Budget change
for PHHS
block grant

Budget change reflecting \$73,000.00 of unanticipated 2015 funding for the PHHS block grant (#2014-425) for suicide, traumatic brain injury and concussion, and older adult falls prevention education and training:

Line Item Changes (Dollar amounts for increases and decreases should balance.)				
Increase	Decrease	Account Name	Account Number	Dollar Amount
(x)	()	Payroll	15 - 4315 - 110	\$ 37,568.00
(x)	()	Benefits	15 - 4315 - 130	\$ 23,428.00
(x)	()	Mileage Reimb.	15 - 4315 - 231	\$ 2,040.00
(x)	()	Office Supplies	15 - 4315 - 240	\$ 350.00
(x)	()	Operating Supplies	15 - 4315 - 250	\$ 8,000.00
(x)	()	Telephone	15 - 4315 - 280	\$ 24.00
(x)	()	Miscellaneous	15 - 4315 - 250	\$ 1,590.00
(x)	()	Prev Block Grant	15 - 3340 - 022	\$ 73,000.00

Commissioner Petroff made a motion to approve the budget change. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2015-7
Thomas Arts to
film

Commissioner Millburn presented agreement #2015-7 with Thomas Arts to utilize space in the Memorial Courthouse to film for AARP. They have provided liability insurance. The receivable amount is \$150.00. Contract period is January 7-8, 2015. Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2015-8
Thimgan Inc
valuation
consulting

Dale Peterson, Davis County Assessor, presented agreement #2015-8 with Thimgan Inc. for valuation consulting services including preparation of regression models and staff training. It is a payable in the amount of \$75,000.00. Contract period is January 1, 2015 through December 31, 2015. Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Introduction of
Lisa Manning,

Dale introduced Lisa Manning as the new Chief Deputy Assessor. She was a previous employee of

Chief Deputy Assessor

the Davis County Assessor’s Office. She has worked at the State Tax Commission for the past 4-5 years. Her expertise highly qualifies her for this position.

Commissioner Petroff made a motion to convene as the Board of Equalization. Commissioner Smith seconded the motion. All voted aye.

Changes to Tax Administration Office

Commissioner Millburn announced a change in the Tax Administration Department, which Dale Peterson was Director but is now the elected County Assessor. The work has been returned to its respective offices which are a combination of the Clerk/Auditor’s Office and the Assessor’s Office.

Property Tax Register approved

Diane Law, Davis County Tax Administration, requested approval of the Property Tax Register which reflected 7 corrections, 2 weeks of appeals, the year-end Personal Property business reports which include: 1) write offs, 2) tax exempt, and 3) a business located in several cities but are combined as one entity which they pay taxes on. Commissioner Smith inquired what constitutes a tax exemption. Diane explained they qualify by being religious, charitable, or educational. Annual reports are sent to the exempt entities to verify they are still tax exempt. There is coordination with the Attorney’s Office when there are new entities claiming exemption to verify their qualification. Commissioner Petroff noted that businesses that come in under minimum requirements (\$10,000) are also tax exempt. Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Commissioner Petroff made a motion to reconvene Commission Meeting. Commissioner Smith seconded the motion. All voted aye.

Meeting minutes approved

Commissioner Petroff made a motion to approve the Commission Meeting minutes of December 16, 2014. Commissioner Smith seconded the motion. All voted aye.

Personnel Register approved

Commissioner Petroff made a motion to approve the Personnel Register. Commissioner Smith seconded the motion. All voted aye.

Check registers approved

Check registers as prepared by the Davis County Clerk/Auditor’s Office were approved with a motion from Commissioner Petroff. Commissioner Smith seconded the motion. All voted aye. Documents are on file in the office of the Davis County Clerk/Auditor.

Commissioner comments

Commissioner comments:
Commissioner Petroff acknowledged the media in attendance. He indicated the Commissioners were notified yesterday that former reporter and editor of the Davis County Clipper, Tom Busselberg, was killed in a car accident. He said Tom was very well respected. He said elected officials work closely with the media although sometimes they write a story and they wished it were written with a little different angle. He felt they are all great folks having had the opportunity to serve with several different media personnel the past 10-12 years (including his service at West Point). He said that when there is a loss in their community it is a loss for all of us.

Commissioner Petroff indicated he is pleased to have Jim and Curtis on board. He felt there had been great leadership with Louenda and Steve having brought so much to the service of the citizens of Davis County. He indicated they would build upon that, or try to replace anything. He said they would try to do a little bit better and keep it going. He thinks we have a great team and is glad to be a part of it.

Commissioner Smith said it was great to be here although it was frustrating being the new guy. He promised he could learn. He appreciated leading the Pledge today. He felt that perhaps we can lose track of the fact that this is about the country, it is about our county and it is about the good of the citizens. He also appreciated having the flag ceremony and Pledge of Allegiance at the Oath of Office ceremony yesterday in which he swore to uphold the Constitution of the United States.

Commissioner Millburn whole heartedly concurred with the sentiments of both Commissioners Petroff and Smith.

Curtis Koch appreciated the warm welcome. He looked forward to taking care of the business of Davis County. He indicated his office will be making some changes, one as previously mentioned with the streamlining of Tax Administration. He looks forward to working with Dale with his knowledge base of Tax Administration. They’ve finished their search for a Tax Administration Lead. Diane Law has accepted that position. He looks forward to working with her.

Neal Geddes welcomed Commissioner Smith and formally welcomed Curtis Koch in his new capacity as Clerk/Auditor. He indicated he is excited for this new year and is grateful to work with such wonderful people.

No public comment.

Closed session

Commissioner Millburn indicated there was need to move to a closed session per UCA 52-4-205(1)(a) for discussion of the character, professional competence or physical or mental health of an individual. Commissioner Petroff made a motion to move to close session. Commissioner Smith seconded the motion. All voted aye.

Commissioner Petroff made a motion to reconvene Commission Meeting. Commissioner Smith seconded the motion. All voted aye.

Meeting
adjourned

Commissioner Millburn indicated there was no other business. Meeting adjourned 11:30 am.